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## 2022 Section 319(h) NPS Implementation Program Request for Applications (RFA)

### Overview of RFA Requirements

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On behalf of the Office of Watershed and Local Government Assistance Programs,  
Division of Water Planning

Virginia Department of Environmental Quality

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[START RECORDING- under 'Sharing']

[TURN ON WEBCAM]

Good morning and welcome to the webinar for the 2022 319(h) NPS Implementation Program Request for Applications (RFA). I'm Stephanie Kreps, Nonpoint Source Coordinator at the Southwest Regional Office in Abingdon. I'll be presenting most of today's webinar and I'll be getting some help from my colleagues, Nicole Sandberg and James Moneymaker. I'm managing this year's RFA process on behalf of the Office of Watershed and Local Government Assistance Program in Richmond. "Normally" I manage grants funded by the 319 NPS Implementation Program and develop watershed cleanup plans (or Implementation Plans) in the southwest region of the Commonwealth. I will be leading this RFA process with invaluable input and guidance from the other NPS Regional Coordinators and my colleagues at CO, namely Nicole Sandberg and James Moneymaker.

Today's webinar is scheduled from 9:30-noon and it's set up as two parts. The first part is an overview of the RFA and the second is a training on completing the application materials. The goal of both presentations is to equip applicants with general, but comprehensive information on this funding opportunity.

If you'd like to follow along, there are several documents in the 'Handout' tab of the webinar [DEMONSTRATE]. I'll also provide a link to the website where all these materials are posted later in this presentation.

To help save bandwidth, I'm going to turn off my webcam for the bulk of the presentation and may turn it back on during Q&A.

[STOP SHARING WEBCAM]

## **Poll: Who is with us?**

Please tell us if you're participating today on behalf of:

- Nonprofit organization
- Municipality, Planning District or Regional Commission
- Soil and Water Conservation District
- DEQ or other state agency
- Other

## Overview

- RFA summary
- Checklists for types of projects
- Education and outreach
- What a project can't be
- Budgeting
- Application materials
- Resources
- Changes since RFA publication
- Q&A

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RFA summary: basically what's on the first page of the RFA

Checklists for types of projects (required elements)

Examples of education and outreach

What a project can't be: non-eligible activities, or those that aren't eligible as stand-alone activities

Budgeting: match requirement and TA:BMP ratios

Application materials: what needs to be submitted

Resources: where to get help and turn when you have questions

Changes since RFA publication- updates done to the RFA since it was issued July 12

Q&A

**But before we dive in, do we have any questions?** [Nicole monitoring; James taking notes].

### **Poll: Have you ever managed a 319(h) funded project in the past?**

- Yes, I currently manage a 319(h) funded project or starting a new one soon
- Yes, but it's been at least 3 years ago
- No, I've never managed a 319(h) funded project
- No, but I've been a partner on a past 319(h) funded project
- No, I work for DEQ...and support projects in some capacity

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Let's do another poll to get a sense of your experience with this grant program.

[LAUNCH POLL]

[This is an opportunity to clarify if an entity has a current project or starting a new one on or after 10/1/2021, that they should not apply to this RFA if they would like to continue their project in the same IP area. Follow up with their Regional NPS Coordinator for more information. If they want a new project in a NEW IP area, than they should apply this RFA.]



## RFA Summary

- What is 319(h) funding?
- Who can apply?
- What can they apply for?
- Where they can work?

Look at red text on slides for where to find what we're covering on the slides within the RFA.

### **What is 319(h) funding?**

319(h) funding gets its name from Section 319(h) of the Clean Water Act, that established the Nonpoint Source Management Program. Each year, EPA awards 319(h) funds to states, territories and tribes to address nonpoint source pollution problems identified in Implementation Plans (IPs) that EPA has approved. Basically, this funding is used to help clean up our rivers/streams/lakes where pollution (bacteria, sediment, nutrients) has been detected through our monitoring program and the amount of pollution exceeds the state's water quality standard. So where it's been determined that there's too much pollution in the water, we've developed a study to identify the source of the pollution and how much needs to be removed (Total Maximum Daily Load (TMDL)) and then we develop a plan to figure out how to fix it (Implementation Plans-IP or Water Quality Improvement Plans) . So once the IP is developed and approved, this is the funding to implement that plan. Note: I may use NPS/319(h) interchangeably. For the purposes of this webinar consider NPS funding to mean the 319(h) funding DEQ receives from the EPA to address nonpoint sources of pollution. The term TMDL is also used. Generally we've been moving in the

direction of referring to implementation projects/plans funded by 319(h) as NPS or 319(h)-funded as a more inclusive term because not all implementation plans are based on a TMDL. Still, if you're a grantee working on a project based off of a TMDL implementation plan, I can see where you'd use TMDL instead of NPS or 319. Again, just for the purposes of this presentation, think of NPS and 319 and TMDL Implementation as one in the same.

### **Who can apply for 319(h) funding?**

Local governments (including counties, cities, and towns), county health departments, Soil and Water Conservation Districts, Virginia institutes of higher education (universities, colleges, etc.), Planning District Commissions, Regional Commissions, nonprofit environmental organizations, and agencies/departments of the Commonwealth of Virginia. Remember, if you currently have a 319(h) funded project that you want to continue or have a new one starting on or after 10/1/2021, do not apply to this RFA and follow up with your Regional NPS Coordinator for details on how to continue your project. BUT, If you're one of these grantees and want to start a NEW project in a NEW IP area, then you should apply this RFA.

### **What can they apply for?**

To know what types of activities can be funded in your area of interest, first you'll need to find the approved Implementation Plan (IP) that encompasses that area. Please keep in mind that any activities done with this funding must be written in an approved IP. [OPEN TABLE 1- refer to handout). In Table 1, you'll find a list of eligible IPs (by watershed name), city/county it's located within, the pollutant that's being addressed (bacteria, sediment, temperature, etc.) and a comment on its eligibility. For the ones that have 'Conditionally eligible' in the comment box, these are IPs that have been closed in the past but are now accepting applications and will require some additional information in your application. We'll get into this in more detail in Part II of the presentation.

Funding must be used for on-the-ground implementation with the expectation that the bulk of a project will be implementing BMPs. Why? Because BMPs installed are the surest way to improve water quality. Generally, BMPs from IPs fall into four sectors: ag, residential septic, pet waste, urban. There are also some BMPs in the mining/resource extraction sector but these are for non-regulated activities and actions not requiring permits. A large percentage of VA's approved IPs were developed to address a bacteria impairment and these are the main sources (with the exception of mining) where bacteria is getting into the waterways. Therefore, this RFA focuses on these sectors: (We'll go over this in more detail in the next few slides)

Other activities can include **education/outreach** as outlined in the IP, as well as,

**water quality monitoring** consistent with the monitoring plan described in the IP. (We'll go over this in more detail in the next few slides)

### **Where can they work?**

As I mentioned before, any activities done with this funding must be written in an approved IP but it must also be located within an approved IP geographic area where practices will improve specific impaired river/stream segments. A good way to look at this is using a mapping resource that DEQ has developed called the Environmental Data Mapper [SHOW EDM site: <https://geohub-vadeq.hub.arcgis.com/pages/applications>.] In the DEQ Data Layers, select TMDL/IP Watershed Layers and Implementation Watersheds to see the various IPs across the Commonwealth (zoom into area of interest and click on area for more information). Green indicates IPs eligible for 319(h) funding; tan indicates IPs that are conditionally eligible, meaning additional information is needed in the application to justify funding; dark tan outline indicates IP that is not eligible; and yellow indicates IP that are still in progress and only eligible if it's submitted to EPA for review by 8/31/2021 and approved by 12/1/2021.

## RFA Summary Continued

- Award Range: \$75,000-\$300,000 (up to \$1 million across VA)
- Match requirement – 30%
- Project length – up to three years
- Timeline
 

• Aug 20, 2021:	Deadline to ask questions on RFA
• <b>Aug 31, 2021:</b>	<b>Submission Deadline</b>
• Sep. 1-Nov. 30:	Application Review
• January 2022:	Selection Status Notification to Applicants
• February 2022:	NOIA Publication
• Oct. 1, 2022:	Project Start Date
• Sep. 30, 2025:	Latest Project End Date

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### Funding available

Awards range is between \$75,000 and \$300,000 (up to \$1 million across VA). Funding levels are subject to change without notice.

### Match requirement

30% of what you're requesting from DEQ. We will discuss more in depth in budgeting slide.

### Project length

Up to three years

### Timeline

Could be minor shifts.

Reasons for gap between February and October 2021? Applying to EPA for the funds. Won't receive them until Fall 2022. Sometimes funds come in sooner or there are other funds available that allow for projects to start sooner. Don't apply for projects to start sooner. We'll discuss those with applicants during review or later.

**[STOP FOR QUESTIONS]** [Nicole monitoring; James taking notes].

## Agricultural BMP Project Checklist

- ☑ Partners with Soil and Water Conservation District (SWCD) (if not already a SWCD) See Section III on RFA page 6
- ☑ Access to DCR's Tracking System See Section II on RFA page 2
- ☑ Uses BMP Specifications from Virginia Agricultural Cost-Share Manual (VACS) and/or NPS BMP Specifications See Section II on RFA page 2
- ☑ Has process for identifying and recruiting participants See Education & Outreach on RFA page 4
- ☑ Plans for how funding will complement or work with any VACS funding available

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Ok, let's get into more details on the sectors I mentioned earlier. I'll go over a checklist for each sector with some key points to keep in mind if this is something you want to do. I've added red text next to some of the points to direct you to sections of the RFA where we point out these requirements.

Let's start with Agricultural BMPs. Examples of Ag BMPs are things like stream exclusion and riparian/forested buffers. This funding uses a cost-share model (like the Virginia Agricultural Cost-Share, VACS) where the cost of the BMP implemented is shared with the agricultural landowner. For projects implementing these Ag practices, they must:

1. Partner with a Soil and Water Conservation District, assuming that the applicant isn't already a SWCD. SWCD's are the state's foremost experts in Agricultural (Ag) BMP implementation through their administration of DCR's Virginia Agricultural Cost-Share (VACS) program.
2. SWCDs are the access point for DCR's Tracking System, which is required for tracking Ag BMPs (among others) so another reason why they're necessary partners.

3. Cost-share for implementing Ag BMPs must use specifications for those BMPs that are in the VACS manual (<http://consapps.dcr.virginia.gov/htdocs/agbmpman/agbmptoc.htm>) or the NPS BMP Specifications (<https://www.deq.virginia.gov/water/water-quality/nonpoint-source-management/funding-grant-and-project-resources>)
4. Know how you will ID and recruit landowners to participate in cost-share program – consider contingency plans if outreach strategies don't pan out as anticipated (most don't).
5. Plan for how you'll coordinate/leverage funding for producers to maximize their participation. Especially important where VACS funding is available, but also consider other funding like the Natural Resources Conservation Service (NRCS).

## Agricultural BMP Project Checklist Continued

- ☒ Uses BMP Contract (via DCR Tracking and DEQ's BMP Contract) See O&M on RFA page 4
- ☒ Follows Bid Procedures in VACS Manual
- ☒ Obtains Engineering Job Approval Authority (see section 5.3 of NPS BMP Guidelines) See Section III on RFA page 6
- ☒ Apply Conservation Plan Requirements and Biosecurity Considerations (see VACS Manual for both)
- ☒ Can issue 1099-G for cost-share greater than \$600

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6. All landowners receiving cost-share funding need to sign a BMP Contract. This is available via DCR's Tracking System and the BMP Contract in the NPS BMP Guidelines (NPS BMP Guidelines: <https://townhall.virginia.gov/L/ViewGDoc.cfm?gdid=7032>).

7. Multiple bids are required for this work (competitive process) and grantees must ensure applicants follow and document the bid procedures outlined in the VACS Manual (<http://consapps.dcr.virginia.gov/htdocs/agbmpman/agbmptoc.htm>) .

8. Approval for Ag project designs must come from someone with a DCR-issued Engineering Job Approval Authority (EJAA)...whether that's someone on the grantee's staff, a partner's staff, through jointly-funded with VACS or USDA/NRCS since the approvals for that funding will ensure proper EJAA, or contract with a Professional Engineer (PE). NPS BMP Guidelines: <https://townhall.virginia.gov/L/ViewGDoc.cfm?gdid=7032>

9. The NPS program has requirements for conservation plans and biosecurity considerations for all Ag BMPs in NPS implementation areas. More about those special considerations is in the VACS Manual (<http://consapps.dcr.virginia.gov/htdocs/agbmpman/agbmptoc.htm>).

10. Grantees must be able and willing to issue 1099-G tax forms for cost-share it administers over \$600.



## Septic BMP Project Checklist

- ☑ Partners with local/county health dept. See Section III on RFA page 5
- ☑ Access to DCR's Tracking System or DEQ's [BMP Warehouse](#)  
See Section II on RFA page 3
- ☑ Uses [NPS BMP Specifications](#) and Residential Septic Guidelines from [NPS BMP Guidelines](#) See Section II on RFA page 2
- ☑ Has process for identifying and recruiting participants  
See Education & Outreach on RFA page 4
- ☑ Uses BMP Contract (via DCR Tracking and DEQ's BMP Contract) See Section II on RFA page 3

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Like the Ag BMPs, residential septic BMPs uses a cost-share model where the cost of the residential septic BMP implemented is shared with the homeowner. Examples of residential septic BMPs include pumping out septic tanks and fixing or replacing failing septic systems.

For projects implementing the residential septic practices, they must:

1. Partner with local/county health departments. They issue permits for septic work and have staff who are experts and are critical resources. They can also be the source of referrals to your cost-share programs.
2. To track BMP implementation, you'll need to have access to DCR's Tracking System or DEQ's BMP Warehouse (<https://apps.deq.virginia.gov/BMP/>). If using DCR's Tracking System, you'll need a partnership with a SWCD to access the Tracking System...assuming your organization is not already a SWCD. Any partner can access DEQ's BMP Warehouse as long as they have a log-in. To upload BMPs to the warehouse they'll use a template provided by the BMP Warehouse.
3. Cost-share for implementing septic BMPs must use specifications and guidelines for those BMPs that are in the NPS BMP Specifications

(<https://www.deq.virginia.gov/water/water-quality/nonpoint-source-management/funding-grant-and-project-resources>) and NPS BMP Guidelines (<https://townhall.virginia.gov/L/ViewGDoc.cfm?gdid=7032>)

4. Know how you will ID and recruit producers to implement BMPs – consider contingency plans if outreach strategies don't pan out as anticipated (most don't). You'll need a lot of homeowners to participate (compared to Ag/urban BMPs) to be successful so consider that in outreach planning.

5. Must use BMP Contract from DEQ as it includes conditions required for federal funding

## Septic BMP Project Checklist Continued

- ☒ Follows Bid Procedures (see section 4.6 of [NPS BMP Guidelines](#))
- ☒ Develops Guidelines (within 30 days of contract start & annually. Template can be found in the [NPS BMP Guidelines](#)) **See Section II on RFA page 3**
- ☒ Can issue a 1099-M tax form to participants receiving more than \$600 in cost-share payments
- ☒ Familiarity with or knowledge of [septic service providers](#) in your project area

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6. Like Ag, multiple bids are required for the work and grantees must ensure applicants follow and document the bid procedures outlined in the NPS BMP Guidelines (<https://townhall.virginia.gov/L/ViewGDoc.cfm?gdid=7032>)

7. You'll need to develop Residential Septic Guidelines for cost-share that includes the landowner's eligibility for the program, how they should apply, and the associated administrative procedures. Guidelines for what should be included is in the NPS BMP Guidelines (<https://townhall.virginia.gov/L/ViewGDoc.cfm?gdid=7032>) and a template is available in that same document.

8. Grantees must be able and willing to issue 1099-M tax forms for over \$600 in cost-share payments to homeowners.

9. Know who the septic service providers are in your area. There are parts of the state that don't have licensed contractors to do some of the septic BMPs offered for cost share. This could be a major roadblock to implementation. The link here (<https://www.vdh.virginia.gov/environmental-health/onsite-sewage-water-services-updated/septic-system-and-private-well-service-providers/>) will take you to a VDH page with a map of septic haulers, installers, operators, OSEs, PE, etc. across the

state.

## Pet Waste BMP Project Checklist

- ☑ Uses BMP Specifications from [NPS BMP Specifications](#)  
See Section II on RFA page 3
- ☑ Needs to be able to supply landowners with Landowner and Operations and Maintenance Agreements  
See O&M on RFA page 4
- ☑ Access to DEQ's [BMP Warehouse](#) See Section II on RFA page 3

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For pet waste, practices include residential-size composters and pet waste stations.

1. Cost-share for implementing pet waste BMPs must use DEQ specifications for those practices (found in the NPS BMP Specifications:

<https://www.deq.virginia.gov/water/water-quality/nonpoint-source-management/funding-grant-and-project-resources>).

2. There is no standard issue contract like there is for Ag and Septic BMPs, although DEQ can advise on what should be included in Landowner and Operation and Maintenance Agreements.

3. Pet Waste BMPs are only reported and tracked through DEQ's BMP Warehouse (<https://apps.deq.virginia.gov/BMP>), which just requires a log-in and upload via a template.

## Urban BMP Project Checklist

- ☑ Partners with local government staff and appropriate stormwater professionals See Section III on RFA page 6
- ☑ Has process for identifying and recruiting participants See Education & Outreach on RFA page 4
- ☑ Uses BMP Specifications See Section II on RFA page 3
  - [DEQ's Stormwater Handbook](#)
  - [DEQ & VA Tech's Stormwater BMP Clearinghouse](#)
  - [VCAP BMP Manual](#) and/or
  - [VA Stream Restoration and Stabilization BMP Guide](#)

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Example urban BMPs, are things like bioretention and permeable pavement and rain gardens.

1. You'll need technical expertise for design and design approval. Also, you may need to involve local government for permitting if necessary. A government agency issuing a permit may not necessarily be a partner in all projects, but it does make sense to investigate the permitting process and build that process into your timeline for the project.

2. Know how you will ID and recruit partners/homeowners to implement BMPs – consider contingency plans if outreach strategies don't pan out as anticipated (most don't).

3. Cost-share for implementing urban BMPs must use specifications in any one of these four specification documents/manuals.

- DEQ's Stormwater Handbook
- DEQ & VA Tech's Stormwater BMP Clearinghouse
- Virginia Conservation Assistance Program (VCAP) BMP Manual and/or
- VA Stream Restoration and Stabilization BMP Guide

## Urban BMP Project Checklist Continued

- ☑ Needs to be able to supply landowners with Landowner and Operations and Maintenance Agreements See O&M on RFA page 4
- ☑ Provides design See Section III on RFA page 5
- ☑ Certification/documentation that BMPs won't "count" towards NPDES/VPDES permit requirements See Section II on RFA page 3
- ☑ Access to DEQ's [BMP Warehouse](#) See Section II on RFA page 3

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4. There is no standard issue contract like there is for Ag and Septic BMPs, although DEQ can advise on what should be included in Landowner and Operation and Maintenance Agreements.

5. You will need to provide a copy of the final design approved for the project file.

6. 319(h) absolutely can't be used to meet any NPDES/VPDES permit requirements. Urban projects should be going "above and beyond" what is required in those permits.

7. Urban BMPs are also reported and tracked through DEQ's BMP Warehouse (<https://apps.deq.virginia.gov/BMP>), which just requires a log-in and upload via a template.

## WQM Project Checklist

- ☑ Align with monitoring plan in the IP
- ☑ Ability to enter data into the [EPA's Water Quality Exchange \(WQX/WQX Web\)](#) database or the Chesapeake Monitoring Cooperative, which links to EPA's WQX/WQX Web database
- ☑ An existing DEQ-approved QAPP or time included to develop one
- ☑ Certification that WQM activity is not for research and BMP efficiency

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Last checklist isn't BMP implementation related, but it does cover a type of project activity with its own requirements to cover in your application:

1. Water Quality Monitoring (WQM) activity must be included in the IP, especially if the IP includes details for monitoring such as parameters, sites, and samples collected per year.
2. Data will need to be uploaded to EPA's database (either directly or through EPA's Water Quality Exchange database (<https://www.epa.gov/waterdata/water-quality-data-wqx>) or the Chesapeake Monitoring Cooperative, which links to EPA's database). Be sure to include time and training to ensure staff can do that within the grant period.
3. A Quality Assurance Project Plan (QAPP) is necessary. Be sure to include time to develop one or confirm that the one you have is already approved by DEQ.
4. WQM activities should be consistent with the monitoring plan described in the IP. It is not intended to be used for research or BMP efficiency. Which then begs the question...what CAN it be used for? Two good examples are:



1. Documenting progress in achieving water quality milestones in the IP
2. Identifying areas in the IP where pollutants of concern concentrations or loadings are the highest, which could assist in outreach and targeting of BMP implementation. For example, maybe you're focused on 2-3 HUCs (hydrologic unit codes) of an IP area for implementation. You could chose another HUC in which to do WQM for future project development.

## Education and Outreach

- Supplement to BMP implementation...a means to recruit interest for BMP implementation
- Must have a connection to goals & milestones of IP
- General education and outreach examples:
  - TMDL education (what is a TMDL? Why does it matter to you?)
  - Workshops and farm tours
  - Tools and resources to target participation
  - Encouraging public-private partnerships (e.g. – connecting realtors with Department of Health staff)
  - Others?

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Education and outreach activities are allowed as a *supplement* to BMP implementation, as a means to recruit interest for BMP installation and support activities identified in the IP. The purchasing and use of outreach materials, equipment (items more than \$5,000) and supplies **must directly support** eligible project outreach and educational activities and have a connection to the goals and milestones of the IP.

General environmental outreach, like anti-littering campaigns, and educating K-12 audiences is usually not a part of an IP. Those don't have a clear connection to the goals and milestones of an IP. Outreach and education geared towards signing up landowners to participate in a cost-share program, or curbing pet waste, are directly connected to BMP implementation and obvious choices for spending 319(h) resources.

Other activities that aren't geared towards increasing sign-ups may also be eligible though. For example:

- Getting folks familiar with the TMDL that spurred the IP and what voluntary actions they can take to support it
- Inviting community members to tour a demonstration site of an implemented BMP

- Producing tools and resources (i.e. brochures, videos, pamphlets, etc.) to target folks to participate in implementing BMPs on their property
- Networking between groups, like realtors and health dept staff, is another way to spread awareness of the benefits of BMP implementation
- Others listed in the RFA on page 4.

**[STOP FOR QUESTIONS]** [Nicole monitoring; James taking notes].

## What a project can't be

- Where there isn't an approved IP
- BMPs not included in an IP
- To meet regulatory or legal requirements
- Residential septic program with only maintenance or pump-outs
- BMP implementation focused only on Virginia WIP III requirements
- Promotional materials
- Design, outreach or WQM only
- Food and refreshments (very limited in scope) RFA, Section V.C. page 7

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So now we'll go over what a project can't be--- so ineligible activities: Here are some highlights:

- Any implementation outside of an IP area can not be funded. Get to know your IP area (recommend using EDM to find locations).
- As you're getting to know your IP area, be sure you're staying within the scope of activities/BMPs that are included in an IP
- If you're required to do something by law, 319(h) isn't the right funding source for your project
- Residential septic programs that only include maintenance or pump-outs will not be funded. The repair and/or replacement of failed systems or straight pipes or connections to public sewer must be included to be eligible for funding.
- Projects with BMP implementation aimed solely on addressing Virginia's Watershed Implementation Plan (WIP III) to meet Chesapeake Bay TMDL requirements are not eligible

Clarification on promotional materials:

- You can do: newspaper, radio, TV, social media ads for cost-share program promotion. Same goes for direct mail. Door hangers, flyers, etc. are also OK. Check the IP to see what type of promotional materials are included.

- You cannot do: PR and advertising to promote your organization, such as gifts, souvenirs, displays at annual meetings or conventions, etc. Other examples of ineligible materials might be magnets, pencils, or other goodies that are handed out at a booth or public event.
- Design, outreach and WQM OK, but project also needs to have BMP implementation
- Food and refreshments are allowed, but they need pre-approval with justification well documented and adherence to DEQ and EPA guidelines. See page 7 of the RFA for more information.

## Budgeting

- Reimbursement only
- 30% match
  - Septic match exemption: reduce to 15% based on fiscal stress
  - DCR approval for VACS as match – needs 21 days to approve requests
- 35% limit on TA; up to 50% with exceptions
  - Administering sub-grants for multiple partners
  - WQM
  - New grantees

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- The 319(h) grant program is a reimbursement program so Applicants should be aware that they will perform the work, pay for project costs and submit a report to DEQ for reimbursement on a quarterly basis.
- There's a minimum 30% match requirement (can be federal or non-federal sources). Activities that are deemed ineligible for 319(h) funding are not eligible to be used as match.
  - Match exception: Projects that include the development and implementation of a residential septic program in a **high fiscal stress** area may reduce their match to 15%
  - For Ag projects that use DCR's VACS program as match, they need to coordinate with DCR to approve the match (allow 21 days)
- 35% is the baseline TA limit for all applicants **but** you can get up to 50% if you are applying with some exceptions, such as: Administering sub-grants for multiple partners; WQM; or applying as a new grantee. We'll cover more of this in Part II of the webinar.

## Application Materials

- Application Form – submit in Excel format
- Application Questions – submit in Word format
- Documentation
  - Match – submit in PDF format as 1 file
  - Map – no format requirement, but must be 1 8 ½ x 11 size page
  - W-9 – must be signed
  - Optional documents
- Submission instructions
  - Send to [NPSGrants@DEQ.Virginia.gov](mailto:NPSGrants@DEQ.Virginia.gov) with subject line: “2022 NPS TMDL RFA\_<insert name of TMDL IP>”

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The application materials or ‘package’ to be submitted for this RFA include the following items:

### Application Form

It’s an Excel format with 7 tabs. Submit as Excel document. We’ll go into more detail in part II.

### Application Questions

This is a Word document with 64 questions across nine categories. Submit as Word document. The nine categories align with the criteria on which the application will be evaluated. This may seem a bit overwhelming but the questions are set up so that it ‘walks you through’ the information needed so applicants can give straight forward answers. Depending on the types of activities you’ll propose to do, many questions can be skipped if N/A. Many questions are one-word (yes/no) responses or one-sentence answers. We’ll go into more detail on the next part of the webinar.

### Documentation

Be sure to follow the requirements for file types when submitting documentation (see table on pg 9 of the RFA)

Have signatures where needed.

- Match- All match documentation (letters of support) should be packaged together in one pdf file.
- Project area map- no required format but must be legible and fit on (1) 8 1/2 x 11 inch page
- W-9- don't forget to get it signed. Make sure you're using the VA Commonwealth substitute form (link in the RFA)
- Optional documents include: letter of support from non-match providing partners, description of previous accomplishments, or a copy of the federally-approved indirect rate agreement

### **Submission instructions**

- Submission is by email only. Send to NPSGrants@DEQ.Virginia.gov with subject line: "2022 NPS TMDL RFA\_<insert name of TMDL IP>"



## Resources

- [RFA materials](#)
- Find your IP(s) of interest (see [Table 1](#))
- Find a copy of the IP(s) [here](#) or email [Ashley.Wendt@deq.virginia.gov](mailto:Ashley.Wendt@deq.virginia.gov)
- Look for IP boundaries on [DEQ EDM](#)
- NPS Coordinators See RFA page 9
  - Past activity
  - Water quality data
- Manuals
  - [DEQ NPS Funding, Grant and Project Resources website](#) (includes [NPS BMP Guidelines](#) and NPS BMP Specifications)
  - [VACS Manual](#)
  - See RFA Sections II.C.1 for hyperlinks to other manuals/guidelines

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Check out the following resources:

- **RFA materials on eVA website:**  
[https://mvendor.cgieva.com/Vendor/public/ADVSODetails.jsp?PageTitle=SO%20Details&DOC\\_CD=RFA&Details\\_Page=ADVSODetails.jsp&DEPT\\_CD=A440&ID\\_INTRL\\_NO=62&ID\\_NO=62&ID\\_VERS\\_NO=1](https://mvendor.cgieva.com/Vendor/public/ADVSODetails.jsp?PageTitle=SO%20Details&DOC_CD=RFA&Details_Page=ADVSODetails.jsp&DEPT_CD=A440&ID_INTRL_NO=62&ID_NO=62&ID_VERS_NO=1)
- See **Table 1 for a list of eligible IPs** to find your IP of interest. Implementation Plans are your primary document for putting together a project. As I've mentioned, all activities must be included in the IP and within the IP boundaries..
- To obtain a **copy of the IP of interest**, go to the DEQ website:  
<https://www.deq.virginia.gov/water/water-quality/implementation/approved-implementation-plans> or email [Ashley.Wendt@deq.virginia.gov](mailto:Ashley.Wendt@deq.virginia.gov) if a link to the IP is not active.
- To see the **IP boundaries**, you can find maps within the IP(s) or visit the DEQ Environmental Data Mapper (EDM): <https://apps.deq.virginia.gov/EDM/>
- Contact your **Regional Nonpoint Source Coordinator** (see pg 9 of the RFA for contact information). They can tell you what past activity (BMP and WQM) has occurred in the watershed, which are both application questions.
- **Manuals:** As we covered in the checklists, these Manuals relate to BMP types and their requirements for implementing those practices. Your answers to the

Application Questions should reflect your adequate understanding of these guidance materials.

- DEQ NPS Funding, Grant and Project Resources (includes link to DEQ BMP Manual): <https://www.deq.virginia.gov/water/water-quality/nonpoint-source-management/funding-grant-and-project-resources>
- DCR VACS Manual:  
[http://consapps.dcr.virginia.gov/htdocs/agbmpman\\_2022/agbmptoc.htm](http://consapps.dcr.virginia.gov/htdocs/agbmpman_2022/agbmptoc.htm)
- Others in RFA, Section II.C.1

## RFA Changes Since Publication

- Revised RFA to update URL links to the Application Form (Attachment 1) and Application Questions (Attachment 2)

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Please note that the RFA has been updated to provide direct links to the Application Form and Application Questions (to clarify for the Applicants rather than just using the generic eVA page).

[https://mvendor.cgieva.com/Vendor/public/download.jsp?app\\_name=ADV&attachment\\_id=1168878&attachment\\_name=2022\\_DEQ-NPSTMDL-RFA\\_07142021\\_updated.pdf&connect=jdbc/VSSINFO\\_PROD](https://mvendor.cgieva.com/Vendor/public/download.jsp?app_name=ADV&attachment_id=1168878&attachment_name=2022_DEQ-NPSTMDL-RFA_07142021_updated.pdf&connect=jdbc/VSSINFO_PROD)

## Questions and Answers

- Please submit questions via Questions Box
- We will post the video recording, Q&A and presentation (with notes) on the [DEQ NPS website](#) (under Current Funding Opportunities) and the [Virginia Business Opportunities \(eVA\) website](#)

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We'll stop for questions now (Nicole monitoring; James taking notes).

We will post all Q&A, along with the webinar recording and notes to the DEQ NPS website (<https://www.deq.virginia.gov/water/water-quality/nonpoint-source-management/funding-grant-and-project-resources>), under Current Funding Opportunities and the eVA link:

[https://mvendor.cgieva.com/Vendor/public/ADVSODetails.jsp?PageTitle=SO%20Details&DOC\\_CD=RFA&Details\\_Page=ADVSODetails.jsp&DEPT\\_CD=A440&ID\\_INTRNL\\_NO=62&ID\\_NO=62&ID\\_VERS\\_NO=1](https://mvendor.cgieva.com/Vendor/public/ADVSODetails.jsp?PageTitle=SO%20Details&DOC_CD=RFA&Details_Page=ADVSODetails.jsp&DEPT_CD=A440&ID_INTRNL_NO=62&ID_NO=62&ID_VERS_NO=1)

**[TAKE A BREAK BEFORE STARTING PART 2]** [Nicole questions; James taking notes].

[KEEP RECORDING]